



Town of Chatham
Office of the Selectmen
Town Manager
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MEMORANDUM

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TO: Honorable Board of Selectmen

FROM: Jill R. Goldsmith, Town Manager

DATE: June 26, 2014

SUBJECT: Town Manager's Report for the BOS meeting of May 27, 2014

Current items:

- 2013 Tree City USA Designation - The Town received notification this week of the designation from the Arbor Day Foundation. More information is available at www.arborday.org/TreeCityUSA. Thank you to the Chatham Friends of Trees and Tree Warden Dan Tobin for coordinating the application submittal.
- Town Meeting – The Scorecard for votes of both the Annual and Special Town Meetings is available on the Town's website and posted at Town Hall. Staff is also working on follow-up items.
- 2013 Annual Report – is in! It is also available on at http://www.chatham-ma.gov/Public_Documents/ChathamMA_Manager/2013%20Annual%20Town%20Report%20Final.pdf. Thank you to Shanna Nealy for her coordination efforts.
- MA Department of Transportation has awarded Chatham \$50,000 in Winter Road Repair funds.

I am pleased to enclose the Monthly Report of Department Heads for the month of April 2014.

TOWN MANAGER'S OFFICE: Submitted by Jill Goldsmith

Mission Statement: *The Board of Selectmen and Town Manager provide executive leadership for the Town of Chatham. Together, we pursue collaborative processes, ethical, and professional procedures to insure that Town resources are directed to providing the best services possible to protect public safety, public assets and a special quality of life in Chatham.*

Professional and Community Outreach	Meetings	Notes
Weekly Department Head and Regular Biweekly Meetings w/DHs	22	

Professional Meetings/Seminars/Conferences	5	JLMC, CC Town Managers Association, CC Regional Transportation Authority
Meetings with Residents	1	Aviation Fuel Impacts
Project/Issue Meetings	14	Fire Station Project, CBI, ConsCom, USFW Plan, Channel 18 ATM show, MRSD Finance Team
Committee/Board Meetings Attended	7	BOS, FinCom
Union Meetings/Negotiation Sessions	2	CMEA
Town Counsel – On-site Office Hours	2	

COMMUNITY DEVELOPMENT DEPARTMENT: Submitted by Deanna Ruffer

On a daily basis the Chatham Community Development Department strives to provide courteous and responsive quality service to our valued customers by fostering a respectful and welcoming environment resulting in a positive experience for all by:

- Listening to your concerns and providing accurate answers and information by responding in a friendly and thoughtful manner*
- Being accountable for all we do, “not shutting the door and pulling down the blinds” recognizing that everyone’s needs are important*
- Being the “helping hand” in making the permitting process easier and employing a collaborative approach to finding solutions on complex issues, enabling the successful completion of your projects*
- Maintaining a commitment to transparency by responding to requests for information to the full extent of Massachusetts public meeting and records law*

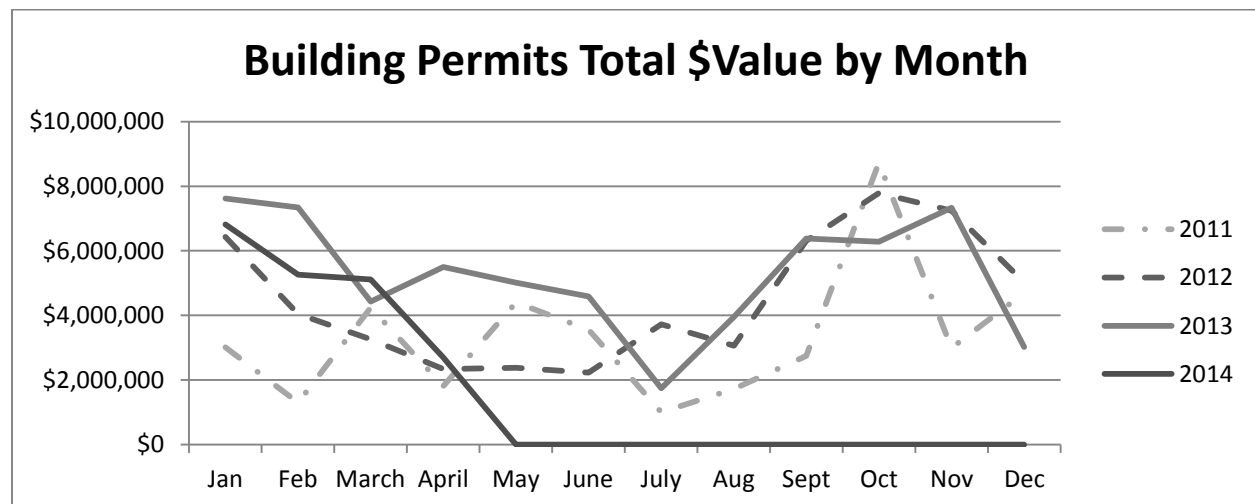
And when we do need to say no, to do so in a manner that is informative and educational, explaining the regulatory basis for such decisions

BUILDING DIVISION

	Mont h	YTD	Ave/M o	2013 Total	2013 Ave/M o	% 2014/201 3	\$Value YTD	\$Value 2013
Bldg Apps Submitted	81	247	99	686	57			
Bldg Permits Issued								
New Dwellings	3	15		41	3	37%	\$9,515,000	\$27,787,000
Multi-family	-	-	-	3	0	-	0	\$0
Demolitions	2	6		25	2	24%		
Residential Add/Renos	56	189		578	48	33%	\$7,913,190	\$30,377,934
Nonresidential Add/Renos	8	17		33	3	52%	\$725,891	\$4,479,140
Public Structures New & Alts/add	0	3		7	.5	43%	\$1,622,940	\$521,000
New Comm Structures	1	1		1	0	100%	\$105,000	\$44,500
Total Building Permits	70	231	58	688	57	34%	\$19,882,021	\$63,209,574
Average \$value/permit							\$86,069.35	\$91,874.38

Electrical Permits	72	259	65	759	63	34%		
Plumbing & Gas Permits	94	331	83	1004	84	33%		
Inspections								
Building	142	431	108	1053	88	41%		
Electrical	70	299	75	902	75	33%		
Gas & Plumbing	77	317	79	913	76	35%		
Total	289	1047	262	2868	239	37%		

With the first four months (33%) of the calendar year behind us, activity within the Building Division continues to close track 2013 activities. The two notable exceptions identified in prior months, the number of new dwellings being permitted and the average value per building permit, are now on par with 2013. Building inspections continue to outpace 2013 numbers, likely reflective of the hiring in November 2013 of a new local inspector to replace the prior inspector who retired in June 2013.



REGULATORY BOARDS

Historical Commission – There were **two** Historical Commission meetings in April 2014.

Historical Commission	2013 Totals							2014 Totals
mtgs	17	2						7
		Apps Heard	Approved	Imposed	Continued	Withdrawn	Mo Totals	
Demo delay - full	10						0	0
Demo delay - partial	10	2	1		1		2	2
substantial alternation	3	2	1		1		2	4
Total	23	4	2	0	2	0	4	6

Historic Business District Commission (HBDC) – There were **two** HBDC meeting in April 2014. The spring surge of sign applications continues. The HBDC is also continuing its review of the proposed Cumberland Farms. On April 30th, the HBDC held a joint meeting with the Planning

Board dedicated to the review of the proposed Cumberland Farms. This joint meeting focused on aspects of the proposed development which come under the review of both regulatory entities such as mass and scale of the proposed development, landscaping, and lighting.

HBDC	2013 Totals							2014 Totals
mtgs	23	2						7
		Apps Heard	Approve d	Denied	Continue d	Withdraw n	Mo Totals	
Pre-apps	5						0	0
COAs	58	8			1		1	16
Signs	81	12	12				12	34
Total	144	20	12	0	1	0	13	50

Planning Board – There were **two** Planning Board meetings in April 2014. The Planning Board held the required public hearing for its proposed amendment to the Protective Bylaw adopting the new FEMA Flood Hazard Maps on April 8, 2014, recommending Town Meeting approval of this amendment. The public hearing for the citizen’s petition related to the adoption of the new FEMA maps was held on April 29th. The Planning Board recommend Town Meeting not approve this amendment.

Planning Board	2013 Totals							2014 Totals
mtgs	24	2						8
Subdivision		Apps Heard	Approve d	Denied	Continue d	Withdraw n	Mo Totals	
ANR	8	0					0	5
Prelim	0	0					0	1
Defin	2	0					0	0
Site Plans								
pre-apps	9	0					0	3
formal	8	2					2	6
amendment	8	0					0	2
Special Permits	0	0					0	0
ZBA Recom	9	0					0	3
Bond Reduct/CoC	14	0					0	4
Total	58	2	0	0	0	0	2	24

Zoning Board of Appeals (ZBA) – There were **two** ZBA meetings in April 2014. The number of applications before the ZBA continues to exceed the number of applications heard by the ZBA for the same time period in 2013. Of note, on April 10th the ZBA denied an application for a pier at 197 Strong Island Road.

ZBA	2013 Totals							2014 Totals
Mtgs	22	2						8

		Apps Heard	Approve d	Denied	Continue d	Withdraw n	Mo Totals	
Special Permits	95	10	7	1	1	1	10	35
Amendments	3	1	1				1	4
Dimensional Variance	1						0	2
Sign Permits	8	2	2				2	4
Appeals of ZEO	1						0	0
40B	1						0	1
Total	109	13	10	1	1	1	13	46

PLANNING DIVISION

During the month of April 2014, staff worked on the following planning projects and assisted the following advisory committees with their activities:

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE: The Committee held one meeting in March which focused on reviewing the three articles on the 2014 Annual Town Meeting warrant related to water front infrastructure. The Committee voted to support the acquisition of land on Bridge Street and on a 5-1 vote to oppose the proposed conservation restriction on town owned land adjacent (a portion of the Marconi property) to Ryder's Cove.

COMMITTEE FOR THE DISABLED: The GIS Coordinator is finalizing layout and content for a public information brochure to assist residents and visitors in locating ADA accessible business and amenities. The Committee continues to coordinate with Community Development and Park and Recreation Departments on the placement of donated benches in areas that will provide additional benefit to individuals with disabilities. Four benches are scheduled to be installed at Harding's Beach this spring.

The Committee is also interested in working with the Park & Recreation Commission to improve ADA access and parking at Chase Park.

BIKEWAYS COMMITTEE: The Committee continues to focus on expanding its education and outreach programs. A bike safety demonstration was held in April at the Chatham Elementary School in coordination with the Chatham Police Department. The Committee continues to coordinate on a regional level with the seasonal worker bike safety initiative.

AFFORDABLE HOUSING COMMITTEE: The Town in coordination with the Cape Cod Commission has finalized a scope of work for the \$10,000 DLTA grant. A Request for Quotation has been issued for professional consulting services to carry out the project which is focused on analyzing and recommending enhancements to the Affordable Housing Trust Fund Guidelines and the Accessory Apartment bylaw. The Committee continues to work on a public education outreach video. The content and format of the video has been finalized, the committee will be coordinating with Channel 18 to begin production in spring/summer.

MASS-ORTHO/AERIAL FLYOVER PROJECT: This project is a regional effort to acquire high resolution aerial imagery to be used to update the GIS planimetric data. By pooling our resources with other communities located in Barnstable, Plymouth and Suffolk County the

Town has realized a significant cost savings over a solo project. The image capture was completed during the last week in April. Data processing will commence with a final delivery of the imagery scheduled between November-December 2014. The GIS Coordinator continues to coordinate with the Cape Cod Commission in formulating a plan for a second phase to this project which will focus on a regional update to the planimetric data derived from the new aerial photography. This work is ongoing.

Community Development Department staff was involved in the following inter-departmental or town-wide projects in the month of April 2014:

FEMA FLOOD MAP UPDATES: In addition to continuing to assist property owners in understanding the pending changes to the flood maps, staff is working with the Planning Board to analyze the potential impacts of the new flood maps to local zoning and conservation regulations. The Community Development Department staff participated in the several public education meetings, the Planning Board public hearings and the Finance Committee meetings for the Town sponsored and citizen petition articles. In addition, the GIS Coordinator and other staff participated in several FEMA sponsored webinars focused on understanding the implications of the new flood maps as they relate to flood insurance ratings and land use development within the flood hazard area.

DPW ASSET MANAGEMENT : The GIS Coordinator continues to assist the Water & Sewer Department and the software consultant (GHD) with the implementation of the Lucity Asset Management software. Several adjustments are being made to fine tune the system. Additional data related to the water distribution system are in the process of being added to the software program. This work is ongoing.

COUNCIL ON AGING: Submitted by Mandi Speakman

Outreach

The Chatham COA has traditionally provided drop-in Outreach service. Due to the volume of work we are scheduling appointments in an effort to provide better service. This does not remedy the challenge of emergency Outreach/Crisis Outreach situations that require immediate attention. Workflow management continues to be an ongoing process of evaluation and prioritizing.

Back entrance

Awaiting interior entry finish work by Town Facilities staff and several exterior items to be completed by the contractor.

Programming and services highlights

Vic Solo concert brought in multiple non-Chatham residents and first-time visitors. Better Business Bureau event had great reviews and informed the community about the dangers of scams & fraud and the best means of prevention. Intergenerational art & poetry event was a huge success, bringing seniors and students together for a wonderful exchange of art and ideas. Upcoming events include Elder Law, the VNA Health Fair, Cape Mediation, and weekly grant funded cooking classes on Wednesdays through June 4. The Vets & Spouses Group will be

visiting the Marconi Museum on Thursday, May 29 as well as touring Joint Base Cape Cod on Thursday, June 5. 40th Anniversary Open House on June 13 from 10-12 will be our combined Pastore recognition, generator ribbon cutting and community partnership day.

Category	March 2014	Year to date FY 14
Program Attendance	1201 units of attendance 228 participants	8757 units of attendance 783 participants
Transportation	306 one-way rides 31 clients	1857 one-way rides 74 clients
Volunteer Management	57 volunteers 257 hours of service	126 volunteers 10,812 hours of service

FINANCE DEPARTMENT: Submitted by Alexandra H. Heilala

The Town of Chatham Finance Department will listen carefully and completely to our customers request for service and view their needs with importance and responsiveness while using the opportunity to foster positive relationships.

Accounting –The Finance Director, along with the Town Manager, recorded a segment that reviewed the warrant articles for airing on Channel 18. The Finance Committee met several times to review warrant articles in advance of Town Meeting.

The Finance Director attended the following meetings in April:

Board of Selectmen 3
 Finance Committee 2
 Cemetery Commission 1
 Community Preservation Committee 1
 Monomoy Finance Team 1

Accounting		April 2014	March 2013	YTD 2014	YTD 2013
1	Invoices Processed	828	833	3040	3064
2					
3					

ASSESSORS REPORT

The office continued to work with Paul Lagg and pkSystems to correct mismatched parcels in order to update GIS maps and the FY15 CAMA (Computer Assisted Mass Appraisal) system. The Assessors enter and process building permits in preparation for the FY2015 field work. As part of the field work the assessors survey and visit properties when necessary. Any parcel changes are updated in the CAMA database in preparation for certification of values by the Dept. of Revenue in the fall of 2014.

A new disk with parcel information, specifically ownership, was sent the permit department in anticipation of issuing stickers for FY2015.

Assessor		April 2014	Year to Date 2014
1	RE Abatements Processed	0	48
2	PP Abatements Process	0	4
3	MV Abatements Processed	51	171
4	Boat Abatements Processed	5	59
5	Passport Applications	5	35
6	Betterment Payoffs	1	1
7	Office Coverage – Shifts	1	6

Treasurer/Collector – April is a busy month with the majority of tax payments coming in the last week of the month.

Tax bills were mailed on March 31 with a due date of May 1, 2014. The Chart below shows a great difference because tax bills were mailed on April 29, 2013; the majority of payments being received in May last year.

Treasurer/Collector		April 2014	April 2013
1	% MV Excise bills received	90%	83%
2	Real Estate Tax Payments	\$ 11,566,973	\$ 258,300
3	Tax Title Payments	\$16,177	
4	Tax Title Balance	\$530,822	\$599,494
5	Properties in Tax Title	67	72
6	Properties in a Payment Plan	6	3
7	Properties in steps toward Foreclosure	5	0

FIRE RESCUE/EMS DEPARTMENT: Submitted by Chief Michael Ambriscoe

Answering the Call, Making a Difference, Protection and Service through EXCELLENCE!

Below is the monthly activity report for the fire department. The month of April 2014 had a higher service demand than March 2013. The fire department responded to 202 emergency incidents in the month of April. Mutual aid was provided to Bourne FD for a multiple alarm structure fire and to Bourne for a technical rescue involving a crane collapse. The ambulance transported 85 patients and received \$34,937.43 in revenue. Fire Inspections and permits generated \$3,035 in revenue. Total revenue collected in April is \$37,972.43.

Dept	Indicator	Month		Year to Date	
		April 2014	April 2013	2014	2014
Fire Rescue/EMS	Fire Suppression/ EMS				
	1 Emergency Incidents	202	166	821	826
	2 Ambulance Transports	85	70	299	296
	3 Ambulance Receipts	\$34,937.43	\$40,343.96	\$173,014.80	\$186,699.27
	4 Firefighter Injuries	3	0	5	0
	5 Civilian Injuries	0	0	0	0
	6 Mutual Aid Given	2	1	4	5
	7 Mutual Aid Received	1	0	2	2

	Fire Prevention/ Code Enforcement					
	1	Residential Inspections	29	30	72	85
	2	Commercial Inspections	20	15	55	52
	3	Plan Review	18	20	53	83
	4	Oil Tank Removals	6	4	10	21
	5	Oil Burner Inspections	4	3	14	20
	6	Sprinkler Modifications/Disconnects	2	1	2	8
	7	Sprinkler System Test	4	3	4	9
	9	Permits	45	41	106	97
	11	School Fire Drills	0	0	0	0
	12	Open Burning Permits	103	126	191	260
	13	Fire Prevention revenue	\$3,035	\$3,065.00	\$8,230.00	\$8,170.00
	Training					
	1	Hours Training	198	64	736	230.5
	Public Education					
	1	Hours	15	12	49	50

HEALTH AND ENVIRONMENT: Submitted by Dr. Robert Duncanson

We are committed to maintaining the health and welfare of the citizens of Chatham while preserving, and enhancing where possible, Chatham's unique natural environment within the confines of state and town regulations, codes, and policies and will endeavor to administer these rules in a fair and impartial manner.

CONSERVATION DIVISION

Conservation Commission / Regulatory Responsibilities

The Conservation Commission held 4 meetings and 2 organized on-site. Members attended an onsite regarding the proposed Muddy Creek Bridge/Habitat Restoration project.

New Applications received in the month of April 2014 compared to previous years:

APPLICATION	Apr 2014	Apr 2013	Apr 2012	YEAR TO DATE 2014	YEAR TO DATE 2013
Notice of Intent	7	10	3	31	28
Request for Determination	6	3	4	8	8
Request to Amend an Order	0	0	2	1	2
Administrative Reviews	12	12	4	40	41
TOTAL RECEIPTS	\$3,377.50	\$4,692.50	\$1,470.00	\$13,330.50	\$9,158.50

This month the Commission dealt with several field changes requested by applicants on projects already permitted and underway. If minor, these changes were accepted. If significant and still within the scope of the original permit, the Commission allowed the filing of a request to Amend the Order of Conditions pursuant to MA DEP's policy #85-4.

Appeals

Applicant has appealed the Commission's denial of new house on Valley Farm Rd to DEP.

Emergency Certification

No requests.

Comments to other Boards

Comment letters were provided to the Zoning Board of Appeals and/or the Planning Board and/or Board of Health.

Violations

36 Sears Pt, David Rogers – unauthorized use of a skid steer in resource areas. Enforcement Orders issued for the alteration of many resources, including alteration of salt marsh and shellfish habitat. Enforcement Order issued requiring a restoration plan. Clerk Magistrate's decision requires Mr. Rogers to pay \$33,000 in tickets. Commission is still gathering information and expects to issue an Enforcement Order requiring restoration in May.

Subcommittee Work

Due to members being out of town, a new subcommittee was set up to look at possible regulation changes relative to the 100ft to the flood plain. Meeting was held Monday, April 7th.

Field Work and Administrative Work

Staff made numerous site visits to review proposed projects; inspected projects for compliance; conducted numerous site visits prior to work start or to review projects in progress; conducted inspections for Certificates of Compliance; followed up on violation matters which included writing violation letters, calling contractors, follow up on compliance with enforcement actions; and met with applicants, contractors and representatives relative to proposed and ongoing projects; reviewed all building permits prior to their issuance; issued comments to the Zoning Board of Appeals and to the Planning Board.

AmeriCorps – Individual placement assisting with Land Stewardship Program.

The Department and other Town departments have participated in the AmeriCorps program since its inception and once again are fortunate to be allotted the service of these volunteers to help on special projects at no cost to the Town.

Conservation Land Management

- **Website:** An independent town of Chatham conservation land website has been published detailing trails on conservation properties <http://chathamamericorps.wix.com/chathamconserv> (This is done through a free website provider at no cost to the town.)

Public Outreach & Education

- Agent arranged for Larry Dapsis of the Cape Cod Cooperative Extension Service to speak in Chatham about ticks on May 2nd.

- Agent arranging a workshop on aquatic invasive species for June 13th in conjunction with Friends of Chatham Waterways

Senior Tax Work Off Program:

The Conservation Division is very pleased to have three participants working on projects within the Division this year. Doug Nichols will assist with ChathamRecycles efforts in improving public awareness of recycling; Barbara Waters will continue her work with the Land Stewardship Program; and John Poignand will be helping with public outreach & education on conservation issues.

High School Internship Program.

We are pleased to be participating in the internship program with the high school. Cloe Murphy, a senior, began her internship with the Division. She has joined in on site visits related to wetland regulatory issues and is working on public outreach information on native trees. She will be assisting with other conservation projects through the end of the semester.

Land Bank Open Space Committee

No meeting in April.

ChathamRecycles

Volunteer Paulette Fehlig continues to provide the biweekly ChathamRecycles column in the *Cape Cod Chronicle* and helps manage the website – www.ChathamRecycles.org

7th Annual ChathamRecycles Recyclefest planned for May 17th.

The current list of recyclables in brochure form is now handed out with the transfer station stickers that list the recyclables and the fee schedule for other items that must be disposed of and diverted from SEMASS (mattresses, tires, construction debris, appliances, etc.). Recent changes include:

- Mixed Paper – no more separation of newspapers and magazines. Mixed paper bin is for newspaper, magazines, phonebooks, cereal boxes, paper bags, etc.
- Textile Bin – new added bin takes all things textile including single shoes, damaged clothing, linens, towels, rags, hats, belts, remnants, etc. Items do NOT need to be re-usable, only clean and dry as they will be recycled in many ways. The town receives \$100 per ton. American Red Cross and Salvation Army bins remain.
- Bulky, Rigid Plastics – a separate receptacle is now in place taking bulky plastics such as children's toys, patio furniture, fish totes, etc.

Food Composting Program – bring food compost to the Transfer Station. Accepting compostable food scraps (please no meat/bones/fat). Bins are located in the recycling area. Any questions, contact the Transfer Station. *Food scraps are a significant part of our garbage and much of it is compostable.* This is waste that can be diverted from the waste stream which saves the cost of trash disposal at SEMASS.

ChathamRecycles blue **Recycle Totes** continue to be available for purchase at **\$8 each**. Since receiving a grant from DEP in 1996, we continue to offer Earth Machine **Compost Bins** at

wholesale cost for a price of **\$45** (up from \$43 in 2013). Both items are for sale at the Transfer Station.

ITEM	Mar 2014	Mar 2013	Year to Date 2014	Year to Date 2013
Compost Bins	4	1	4	5
Recycle Totes	10	14	13	18
Total \$	240	155	\$264	\$281

HEALTH DIVISION

The following items and activities were conducted during the month of April by Health Department staff:

- Health Agent/Secretary: Work on Accela applications for annual licenses and renewals
- Health Agent and Secretary: Accela system initiated, continuing to refine live version with IT department to develop proper forms and tracking.
- Secretary/Health Agent: Process and review Sewer connection properties.
- Health Agent/Health Inspector: Annual and routine inspections/re-inspections.
- Health Agent/Health Inspector: Routine field inspections of septic system installations, test holes and percolation test.
- Health Inspector: conduct annual team inspections with Fire and Building Inspector.
- Health Agent: Engineer and Business owner's conferences requested.
- Health Agent: Review hearing applications and prepare staff reports for Board of Health.
- Health Agent: Emergency Planning Training, EDS review, Barnstable County Health Department.
- Health Agent/Secretary: KI distribution.
- Health Agent/Health Inspector: DPH Community Sanitation Annual Seminar
- Health Agent/Health Inspector: Design public health survey for Board of Health to conduct in community to help assess the health needs of Chatham. Work with Monomoy Community Services, COA, and Barnstable County Human Services. Conducted 2 focus groups 4/15 and 4/17 to evaluate survey.
- Health Agent: Organize blood pressure clinic, Community Center
- Health Agent: Mold inspection at Senior Center with Building staff
- Health Agent/Health Inspector: Trained to conduct Blood Borne Pathogen training for town staff.
- Health Agent: Christians Law planning meeting with Park and Recreation.

Board of Health:

- March 3
- March 17
- Hearings/Discussions: 4

Health Division/Indicator	April 2014	April 2013	YTD 2014	YTD 2013
PERMITS ISSUED:				
Disposal Works Construction	11	11	38	44

Food Handler's	11	3	97	34
Motel/Cottage	3	6	12	8
Room Inspection	0	0	24	5
Swimming Pool/Hot Tubs	3	3	18	7
Tobacco Sales	0	0	8	3
Stable/Animal Keeping	1	3	9	7
Septic Installers	0	3	43	12
Septage Haulers	3	0	28	4
Rubbish Haulers	0	0	6	3
Recreational Camps	0	0	0	0
Well Construction	4	3	8	0
Well Destruction	0	0	0	0
Scallop Shanty	0	0	0	0
Septic Abandonment	0	0	1	0
Inspections:				
Restaurant/Food Inspections	19	7	12	7
Septic Inspections	25	14	60	38
Housing Inspections	0	2	2	2
Room Inspections	14	9	14	27
Complaint Inspections	0	0	2	1
Test Holes	7	6	29	22
Review s/Comments:				
Board of Health Variance Reviews	2	2	5	5
Swimming Pool Plan Reviews	0	0	1	0
Zoning Board of Appeals Comments	7	1	17	17
Building Dept. Permit Reviews	19	28	91	81
Planning Board Comments	1	1	6	7
Board of Selectmen Comments	1	2	4	4
Sewer Connection Permit Reviews	2	0	4	0
Real Est. Transfer Report Reviews	34	19	78	51
Total Receipts:	5195.00	5410.00	36,515.00	19,995.00

COASTAL RESOURCES

Project Planning/Coordination

- Stage Harbor Channel Dredging- Corps dredge Currituck completed 8 days of “around the clock” dredging of the entrance channel. Channel was substantially improved.
- Corps of Engineers Stage Harbor Dredge Disposal Study (Sect 204)- No significant action by the Corps pending additional funding. Corps still reviewing cost considerations of various disposal options.
- Old Mill Boat Yard Pier Reconfiguration- Planning Board supported project and Zoning Board of Appeals voted unanimously to grant the Special Permit. MEPA site visit conducted end of April without any issues. Permits have been submitted to DCR Waterways (Chapt 91) and Corps of Engineers. Still awaiting word as to the status of construction funding through the Seaport Advisory Council.

- Pleasant Bay ACEC dredging- Reviewing preliminary disposal alternative analysis. Reviewed the preliminary pre-application document for a meeting with the various regulatory agencies. Proposed changes to state regulations allowing the possibility of improvement dredging in an ACEC has still not been passed.
- Ryder's Cove Ramp Repairs- Repairs to the concrete ramp at Ryder's Cove landing were initiated and completed.
- Ryder's Cove/Marconi Park- Project on hold pending results of citizen petition for Town Meeting regarding establishment of a conservation restriction on the property. To date, the Waterways Advisory Committee, Shellfish advisory Committee, Economic Development Committee, Board of Selectmen and the Finance Committee have all voted in opposition of placing the conservation restriction on the site.
- Mitchell River Bridge- MassDOT has sent the award package to the contractor. MassDOT awaiting contractor's submissions to enable an award and issuance of Notice to Proceed. NTP anticipated by middle of May. Pre-construction meeting will be scheduled after award to review contractor's proposal for work initiation. Pre-construction meeting anticipated by end May. No indication at this time when work will commence but still assumed to be in early summer.
- Mill Creek/South Chatham Beach Nourishment- Project will now be delayed until next year's 2014-2015 dredge season due to equipment failure with the County dredge.
- Battlefield Landing and road- Engineer working on revised plans of drainage and road layout. Completed nourishment of landing (town funded) and abutting property (privately funded).
- South Coastal Harbor Plan Update Report- Revisions to draft Implementation report to be developed to bring report into compliance with wishes of CZM.
- Water Street East Access Stairs- Old Village Assoc. involved in independent fund raising effort.

Ongoing Administrative Activities

- Monomoy Refuge- Attended pre-briefing of the draft CCP by USFWS on April 7. Draft CCP released by USFWS on April 9. Plan includes recommendations to exert USFWS control over portions of South Beach as well as large areas of open water and sub-tidal lands west of the refuge. This has serious implications to traditional fishing activities. This will be a developing issue in the weeks/months ahead.
- Shorebird Monitoring Program- North Beach symbolic fencing nearly complete. Assessing needs on North Beach Island. Recently selected new hire unexpectedly declined the position. Interviewed two other applicants and selected one to fill the vacancy.
- North Beach ORV Stickers- Met with Orleans Park and Beaches Dept and received the 2014 allotment of Chatham resident ORV stickers. Revised town web page and provided updated instructions and application forms for the public.
- Assisted the Herring Warden in providing some maintenance to the herring run.
- Completed beach nourishment efforts at Cow Yard Landing, Scatteree Beach, Strong Island Landing, and Battlefield Landing.
- Attended BOS meeting regarding issuance of new Town Landing Special Use Permit to Keith Lincoln, Monomoy Island Ferry.

- Attended various site visits with the Conservation Commission.
- Attended Zoning Board of Appeals hearing regarding the proposed renovation to the Old Mill Boat Yard.

Other Meetings

Attended regular committee meetings with the Shellfish Advisory Committee, South Coastal Harbor Committee and Pleasant Bay Coastal Processes workgroup.

SHELLFISH

Landings only slightly increased through the month as unseasonably cold weather continued. A handful of harvesters ventured to the flats in the Southway for soft-shell clams but only on days with good weather forecasts. The channel to access the southern flats is sanding in allowing boaters access well before and long after low tide making for a long day. Signs of soft-shell clam and quahog recruitment have been noted throughout the flats of the Southway, north around Outermost Harbor and into Stage Harbor. Soft-shell clam seed seemed to have survived the winter, while some mortality was noted with quahogs.

Year to Date 2014													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Soft Shell Clams	\$3,000	\$5,000	\$8,700	\$20,500									\$37,200
Quahogs	\$6,335	\$20,000	\$30,500	\$38,000									\$94,835
Mussels													\$0
Razor Clams	\$2,000	\$4,000	\$2,000	\$7,600									\$15,600
Scallops			\$4,000										\$4,000
Monthly Total	\$11,335	\$29,000	\$45,200	\$66,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Y-T-D Total	\$151,635												

Month to Month Comparison			
		13-Apr	14-Apr
Total Estimated Wholesale			
Value of Commercial Landings		253,000	66,100
Shellfish Violations			4
		Com	Res
Shellfish Permits Issued		48	475
Value of Permits Issued		6,750.00	20,025.00

Over 40 family permit holders were checked with quahogs, approximately 10 with steamers and 5 with oysters.

The Department also:

- Conducted daily patrols
- Administrative: bills, payroll
- Preparations for propagation growing season:
 - Picked up rehabbed pumps from New Bedford
 - Ordered pvc replacements for intake/outflow pipes

- Organized barge, diver and electrician for May 6th set up (pumps)
- Began PSP mussel collection for State (red tide)
- Took State biologist for water testing through Stage Harbor Complex
- Continued boat maintenance, gear repairs

Meetings/conferences

- Staff meeting for 36 Sears Point
- Attended Magistrate's Hearing on 36 Sears Point
- Monomoy briefing; Fish and Wildlife Service on Monomoy Refuge draft CCP
 - Reviewed Draft CCP
 - Formulating comment letter to FWS in response to proposed impacts on shellfish harvesting
 - Phone calls to State/Federal representatives, State officials
 - FWS open-house
- Waterways Committee meeting: Fennel property/Monomoy
- South Coast Harbor Management Committee: Fennel/Monomoy
- Pleasant Bay Alliance: review Center for Coastal Studies resource assessment project
- Site visit: Fennel property

Shellfish Advisory Committee: Two meetings held

April 14th:

- Updates:
 - 197 Strong Island Road pier decision
 - Sears Point mitigation
 - Propagation
 - Commercial dig; Stetson's Cove May 19th –May 23rd
 - Town meeting articles
- Monomoy

April 30th

- Monomoy

WATER QUALITY LABORATORY

- Continued relocation/setup of laboratory facilities into new laboratory in wastewater treatment facility Operations Building
- Begin preparation for summer Coastal Water Quality Nutrient Monitoring Program

PERMIT OFFICE

The Sticker Office re-opened for the season in mid-April. Stickers will be available for walk-ins beginning in mid-May. Commercial shellfish licenses are available Monday, Wednesday & Friday from 10-4. Daily (Monday to Friday) hours will begin on May 12th. 2014-2015 applications are available on the town's website at: http://www.chatham-ma.gov/Public_Documents/ChathamMA_Permits/index. North Beach ORV stickers are also available by mail or walk in.

During April the following stickers/permits were sold:

	April 2014	April 2013	2014 Year to Date	2013 Year to Date
New Recycle Sticker	50	26	68	48
New Combo Sticker	323	51	323	51
New Transfer Station Only	40	16	56	32
New Beach Only	66	16	66	16
New Family Resident Shellfish	292	15	299	20
New Family Non-Resident Shellfish	175	32	179	39
New Commercial Shellfish	40	95	40	95
Replacement Stickers – all types	29	41	59	91
North Beach ORV	38	27	40	27
Revenue for Month	\$71,438.00	\$26,730	\$73,223.00	\$27,834.00

WASTEWATER PROJECT

- Phase 1A. Sewer connections. These connections have been voluntary; no Board of Health connection orders have yet been issued. There are approximately 350 properties in the Phase 1A area.
 - New sewer connections pending approval or approved but not yet installed: 55
 - New Sewer connections completed since 1/1/2013: 55
- Phase 1B. D&C Construction completed binder paving on Queen Anne Rd., Harding's Lane and Elizabeth's Way. Reclaiming and binder paving of Stage Harbor Rd. and final trench repair on Cedar St. will take place in May. Restoration, loaming and seeding continued as weather allowed. Contractor continued work on the rehabilitation of the Stage Harbor Pump Station so a number of parking spaces in the parking lot have been temporarily blocked off. The majority mechanical and electrical work on the pump station was completed. Testing of new pumps, slide gates, gates valves, etc. began and will continue into early May. New doors were installed, NSTAR energized the new electrical service and National Grid was installing the new gas service. The New emergency generator arrived and was installed. By-pass pumping of wastewater continued without issue.
 - Site visits to collection system expansion and pump station construction as needed
 - Updated wastewater project webpage on town website as needed
 - Issued weekly press release on construction status affecting traffic
 - Monthly progress meeting with Engineer, Contractor, Operations staff and town staff for Stage Harbor Pump Station rehabilitation project
 - Monthly progress meeting with Engineer, Contractor, Operations staff and town staff for Stage Harbor collection system extension project
 - Weekly status meetings with Contractor and Engineer for Stage Harbor Pump Station rehabilitation project. Weekly meetings are being held to ensure the project stays on-schedule and any issues are dealt with expeditiously due to the critical nature of this pump station
 - Meeting with town's Auditor regarding FY13 audit of wastewater treatment plant project/USDA funding

- Numerous interactions (phone/in-person) with local residents regarding wastewater program topics/issues
- Phase 1C-1 pre-bid meeting with Engineers and contractors
- Multiple meetings with Contractor to discuss restoration activities
- Ongoing dissemination of information on the Barnstable County Community Septic Management Loan Program, this program provides low interest loans for septic system replacement/upgrade and sewer connections. Information is available at: <http://www.barnstablecountysepticloan.org/>

TOWN/OTHER PROJECTS

Director of H&E activities included the following areas, in addition to wastewater project activities above:

- Weekly Department Head meetings
- Bi-weekly Town Manager meetings
- Meeting of Water & Sewer Advisory Committee meeting for ongoing review of revisions to Article II of the Town of Chatham Rules and Regulations of the Sewer Department and other topics
- Staff conference call with Town Counsel regarding wetland violation
- FEMA webinar on changes to flood plain insurance program
- Conservation Commission hearing on Old Queen Anne Rd. drainage improvements/road re-surfacing
- Meeting with MA Audubon regarding provision of bird monitoring services on South Beach and Nantucket Sound beaches
- Meeting with Fire Station building project team regarding site hazardous material assessment
- Multiple meetings with Finance Committee on Annual Town Meeting articles
- Staff meeting with USFWS for briefing on Monomoy Refuge Comprehensive Conservation Plan/Environmental Impact Assessment
- Webinar entitled *Improving Coastal Resilience Efforts*
- Board of Health meeting on Box Office Café
- Participated in interviews for summer staff for Sticker Office
- Attended Cape Cod Water Protection Collaborative Governing Board meeting
- Meeting with Police Chief and Deputy harbormaster regarding dingy floats at the Fish Pier
- Participated in webinar entitled *“Combat Communications for Conservationists”*
- District Court Clerk Magistrates Hearing on 36 Sears Point wetlands violation
- Staff meeting Meeting with Conservation Commission subcommittee on proposed revisions to Wetlands Bylaw and Regulations regarding changes to flood plain
- Coordinated ongoing environmental assessment activities at Fire Station
- Waterways Committee meeting on town meeting articles
- Staff meeting to discuss status of road/ landing/drainage projects
- Participated in monthly Muddy Creek Restoration Bridge Project team meeting
- Meeting with local attorney and staff regarding Wetlands Bylaw Town Meeting article
- Participated in Cape Cod Commission 208 Plan Monitoring Committee meeting

- Participated in meeting for new water treatment facility with Engineer, OPM and other town staff
- Participated in Pleasant Bay Alliance Watershed Work Group meeting
- Conference call s with federal legislators staff liaisons regarding Monomoy Refuge CCP
- MHOA/DEP Community Sanitation Program Annual Spring Seminar
- Staff meeting to discuss issues related to shellfish restoration at 36 Sears point
- Conference call with Fire Station project OPM on project status/schedule
- NRC webinar on Dry Cask storage at Plymouth Nuclear Power Station
- Attended USFWS Open House on Monomoy Comprehensive Conservation Plan/Environmental Impact Statement
- Participated in Water & Sewer Committee meeting
- Meeting with Health Agent, Dir. of Parks & Recreation and staff to discuss Christians Law
- Staff meeting on Airport Snow Removal Equipment Building
- Meeting with Town Manager and citizen regarding environmental concerns at airport
- Prepared and submitted comments to Planning Board and DPW on pending projects
- Prepared and submitted monthly Department activities report
- Attended Board of Selectmen meeting(s) on variety of topics

HUMAN RESOURCES DEPARTMENT: Submitted by Gerry Panuczak

Assimilate best practices to balance management, employees, and taxpayers points of view in the creation of that environment.

Human Resources

Interviews were conducted, and a candidate was chosen for Part-time Secretary Community Development. Sara Provos was the candidate of choice and started May 5, 2014 in this regular part-time position. Applications were received for Police Officer position, and both Human Resources and the Police departments are screening the application in order to choose the first round of candidates for interviews. It is expected that these interviews will occur during the first part of May, 2014. Other regular positions posted during the month of April, 2014 were the Transfer Station Supervisor, Health Inspector/Assistant Conservation Agent, and Intermittent Environmental Technician. Interviews were conducted for the Seasonal Permit Office Clerk. This search was abandoned as an available qualified candidate was not able to be located. Additional interviews were conducted for Seasonal Shorebird Monitor as the appointed candidate in March, 2014 decided not to accept the appointment. After several interviews, Gerald Beetham was the candidate of choice, and was appointed starting May 1, 2014. Interviews were conducted for the Seasonal Custodian position. Rozalen Jenkins was the candidate of choice, and started on May 5, 2014. Other seasonal positions posted during the month of April, 2014 were Beach Patrol, Deputy Shellfish Warden, Assistant Harbormaster, Parks & Recreation Grounds Worker, Lifeguard, Beach Supervisor, and Water Safety Instructor.

Final preparations were completed for the upcoming Health & Wellness Fair scheduled for Friday, May 16, 2014. The fair will be held at the Chatham Community Center from 11am to 2pm, and feature representatives from all Town of Chatham sponsored benefit plans, as well as health screenings conducted by the Visiting Nurses Association.

There was one employee request to the Chatham Municipal Employees Association Sick Leave Bank during April, 2014.

Category	April 2013	April 2014
Number of Open Seasonal Positions	4	10
Number of Open Regular Positions	1	5
Number of Seasonal New Hires	3	2
Number of Regular New Hires	0	1
Union Grievances Responded To	0	0

Channel 18

In preparation for Town Meeting, all A/V equipment was tested at the Annex including a scan convertor, which provides a video feed from the projector system that was introduced at the 2013 Annual Town Meeting.

Thirty meetings were archived to the Town's website for the month of April. There have been over one hundred thousand views of archived meetings this year. By comparison there were thirty thousand views in 2013. Viewership has steadily increased over the years online, but a spike occurred when the new archival system was introduced in September, 2013.

The League of Women Voters held the Chatham Candidates Forum at the Annex which was cablecast live, replayed on the Channel, and archived to the Town's website.

Equipment for the self-serve recording rooms arrived and was installed at the Community Center and Town Hall. The install included boundary microphones which are installed in table and provide 180 degree pick up.

The May episode of Chatham Today was shot on two days at the airport and Annex. The episode was edited by staff. Chatham Today is cablecast on Channel 99.

Human Services Committee

The committee met on April 14, 2014 with representatives from Monomoy Community Services, Monomoy Cooperative Learning Program, and Monomoy Regional Schools. During the meeting, each guest presented the programming that they are currently involved in, and what programming would they are considering as we approach the upcoming school year. This information was instrumental in allowing the committee members to understand more fully the chart that was distributed prior to the meeting. The committee will review the information gathered, and will continue their ongoing work with Monomoy Community Services to align the needs of the community with the resources provided by Monomoy Community Services to the maximum potential and manageable costs.

PARKS & RECREATION: Submitted by Dan Tobin

Creating lasting memories and community through people, programs, parks and beaches with integrity and excellence.

Youth Sports/programs

- Softball is up and running. We have 1 team at the 3/4 girls with 13 girls registered.
- Grade 1/2 Baseball kicked off on April 26th. We have 4 teams with 33 kids registered.
- We hosted a blood drive on April 24th with the Cape Cod Hospital CLab.
- Summer planning is underway with the other coordinators and I. New STEM programs will be offered this summer in contracting with Wicked Cool for Kids and Sciensational Workshops for Kids.
- Hosted a successful Open House for the PARK program on April 2nd.
- Attended Park and Rec Commission Meeting on April 8th to discuss the PARK Program
- Assisted Sharon in the Dodge ball Tournament for MS & HS.

Youth Services:

Pottery class went throughout the month of April with 11 students in class. Field hockey restarted on April 28th with 5 students in class. Archery added a couple of students so it has 9 participants. The 5th and 6th grade party had 40 attendees on the 11th. The New England Aquarium trip on the 23rd had 9 students attending. Hunger Games at the Community Center on April 18 had 16 participants. Dodgeball tournament on April 17th had 55 students participating.

I have done summer planning, and booking. I have held interviews. I have booked and altered programs in recpro.

Sharon

Adult Program Info & work related duties for April 2014:

Adult Classes: All Occasion Stamp-A-Stack Card Class – ongoing once per month
Plein Air Landscape Painting Workshop – Thursday mornings
Calligraphy “Flourishes” Class

Adult Recreation: Badminton – Monday & Thursday A.M.
Futsal – Monday evenings
Pickleball – Tuesday, Wednesday & Friday mornings
Age 18+ Recreational Basketball – Tuesday evenings
Adult Tennis begins on Wednesday evenings
Floor Hockey – Thursday evenings

Adult Fitness: Totally Fit, Totally Fun – Wed. & Fri. mornings
Senior Total Fit – Monday mornings
Yoga for All – Mon./ Wed./ Fri. mornings
Beginner & Intermediate T'ai Chi
Kripalu Yoga – Tuesday morning
Beginner & Intermediate T'ai Chi – Tuesday mornings
Zumba Fitness – Saturday mornings

Other Offerings: Mah-Jongg – Wednesday & Thursday

Other Duties:

- Adult Program Planning for Calligraphy Flourishes, Mosaic Workshop & 2 new Fitness Classes
- Put out feeler to Eric Beebe & Lower Cape Rec. Depts. regarding adult softball
- ReCPro data entry for courses, registrations, memberships, & PTU requests for room rental requests
- Bulletin Board Announcements & registration forms for new programs
- Financial Reports/Turn-Ins to Helene
- BOS update to Dan
- Compile CCC News for monthly advertisement in The Chronicle
- Program announcements to The Chronicle
- Help with room set-ups/take downs/cleaning as needed
- Order office supplies & sports equipment as needed
- Staff Meetings: Weekly Coordinator's meeting with Dan followed by full staff meeting
- Archery Class: work with Sharon to put together new archery equipment and instruct Friday class

PARK Afterschool Program Planning:

- Create Registration Form and Enrollment Form
- Meet with Jill, Dan, Sue & Sharon to discuss program again
- Gym & Field Schedule for month of September
- PARK Open House
- Meet with Gerry, Paul, Scott & Anne to discuss before school & afterschool care
- Meet with Dan & Alix to discuss PARK program fees and costs

Summer Planning:

- Parent reminder memo re: May 1 Summer Registration begins to CES & CMS
- Interview candidates for Summer Recreation Counselors
- Complete Brochure
- Load tennis program into ReCPro
- Meet with Dan, Sue, Judy G. & Dr. Bob to discuss Christian's Law & Blood Borne pathogen trainings
- Use of School Facilities Form to School Dept. for use of Tennis Courts

	April 2013	April 2014
Facility Scheduled Uses	205	252
Facility Revenue	\$1,678	\$743
Fitness Memberships – New	6	7
Fitness Memberships - Renew	5	9
Fitness Revenue – New	\$520	\$710
Fitness Revenue - Renew	\$550	\$1050
Fitness Revenue Total	\$1,070	\$1,760

Grounds Maintenance:

- Trash 3 days per week at all locations
- Continue spring cleanup removal of all properties.
- Preparation of baseball/softball field use by Monomoy HS and various user groups
- Fertilization of Town properties
- Crabgrass control on athletic fields
- Loam and seed area behind windmill
- Loam and seed construction area at MCI property

POLICE DEPARTMENT/HARBORMASTER DEPARTMENT: Submitted by Chief Mark Pawlina

Providing Excellence in law enforcement and community policing services to our citizens through dedication, fairness and professionalism

The Chatham Police Department experienced a typical up-tick in calls for service during the month of April as many property owners and seasonal businesses are now opening back up for the warmer season. Increased traffic in town resulted in increases in motor vehicle accidents, while vandalism incidents also saw an upward trend over last month. There were no significant crime trends during the month.

In April there were a few smaller events that took place such as the Easter Egg Hunt at Kate Gould Park and the Annual Sunrise Service at the Chatham Lighthouse Beach. Planning for coverage of a number of upcoming events have started to take place for the Ragnar Relay Race, the Independence Day Parade, Memorial Day Ceremony and Town Meeting and Elections, all held in the month of May.

In-service training, with the exception of firearms training, has been completed for the sworn members of the department for this fiscal year. Firearms training will be completed in May.

A variety of different telephone scams continue to be reported Cape-wide. It is highly encouraged that any citizen who is asked to supply some type of payment over the telephone to an unknown person and provide a credit card number or a checking account/routing number to not do so. Please call the Chatham Police immediately so we can verify the source.

Call Reason Breakdown

Call Reason	Self	Disp	Total	%	Avg. Arrive	Avg. Time @ Scene
PROTECTION ORDER VIOL-209 A	0	1	1	< 1	0.50	37.00
Animal-Barking Dog	0	1	1	< 1	18.00	25.00
ANIMAL-Cats	1	2	3	< 1	0.75	2.67
ANIMAL-Found Dog	0	5	5	< 1	1.88	18.00
ANIMAL-Loose/Lost Dog	1	12	13	< 1	3.33	8.56
ALARM-BANK/HOLD-UP	0	1	1	< 1	3.00	3.00
ALARM- COMMERCIAL	0	11	11	< 1	2.36	5.41
ALARM- RESIDENTIAL	0	38	38	1.5	4.84	4.64
ANIMAL-All Other	0	3	3	< 1	6.17	5.17
ASSAULT & BATTERY	0	2	2	< 1	1.92	41.17
ASSIST CITIZEN	4	44	48	1.9	3.94	17.43
ASSIST LAW ENFORCEMENT AGENCY	4	3	7	< 1	2.42	31.55
ASSIST TOWN DEPT/ OTHER AGENCY	12	17	29	1.2	3.82	14.19
ANIMAL-Wildlife	3	4	7	< 1	5.50	32.86
BUILDING/PROPERTY CHECK	889	1	890	35.8	3.25	0.42
* COMMUNITY POLICING ACTIVITY	677	0	677	27.3	0	3.18
DISTURBANCE	0	2	2	< 1	2.50	17.75
DISABLED MV	4	7	11	< 1	2.64	11.55
DOMESTIC DISTURBANCE	0	2	2	< 1	7.50	19.50
E911 HANG UP/ ABANDONED/ FALSE	0	8	8	< 1	3.81	5.50
FIREARM/ AMMO SURRENDER	1	3	4	< 1	14.67	3.00
FIRE, BRUSH	1	0	1	< 1	0.50	23.50
FOLLOW-UP	0	1	1	< 1	3.00	27.50
FRAUD-Identity/Counterfeit/Etc	0	2	2	< 1	5.25	11.50
GAS ODOR / LEAK	2	0	2	< 1	0	11.50
Harassment Complaint	0	3	3	< 1	3.22	19.67
HAZARDOUS SITUATION	1	6	7	< 1	2.36	11.86
INTOXICATED PERSON	0	1	1	< 1	5.00	28.00
LARCENY	1	8	9	< 1	2.88	27.61
M V CRASH - Injury	0	1	1	< 1	8.00	19.50
M V CRASH - Major prop damage	0	5	5	< 1	1.23	23.63
M V CRASH - Minor prop damage	1	4	5	< 1	6.50	24.13
M V Crash - Hit/ Run	2	3	5	< 1	4.47	27.44
* M V STOP	162	0	162	6.5	0.97	6.23
Internet Incident	0	1	1	< 1	0.50	34.00
OPEN WINDOW / DOOR	7	3	10	< 1	3.00	13.50
OPERATION COMPLAINT MV/Other	0	7	7	< 1	2.43	7.36
PARKING COMPLAINT/ VIOL.	1	7	8	< 1	5.71	6.19
ANNOYING / SUSP PHONE CALLS	0	1	1	< 1	6.00	11.00
POLICE INFORMATION	1	11	12	< 1	0.55	9.18
Power Outage	0	1	1	< 1	6.00	27.00
PROPERTY - FOUND / LOST	4	12	16	< 1	1.13	4.50
RADAR/TRAFFIC ENFORCEMENT	326	0	326	13.1	0.63	18.16
REASSURANCE CHECK	0	20	20	< 1	5.25	5.85
SHOPLIFTING	0	2	2	< 1	0.58	36.50
SEX OFFENDER REGISTRY	0	1	1	< 1	0	0
Suicide/ Threat/ Attempt	0	1	1	< 1	4.00	31.50
SERVE SUMMONS	5	0	5	< 1	1.25	2.60
SUSPICIOUS ACTIVITY	9	49	58	2.3	2.84	14.28
TOWN BYLAW/ CODE/ REG VIO.	3	9	12	< 1	4.04	8.54
THREATS	0	1	1	< 1	5.50	23.50
TRAFFIC CONTROL	2	2	4	< 1	0.67	13.88
TRANSPORT/ ESCORT	2	1	3	< 1	3.50	9.67
VANDALISM	0	3	3	< 1	4.21	24.05
SERVE WARRANT	2	0	2	< 1	0.50	37.25
WATER LINE LEAK / BREAK	0	2	2	< 1	0.75	13.33
WELL BEING CHECK	1	18	19	< 1	3.96	10.51
WIRE(S) DOWN-ALL TYPES	2	0	2	< 1	1.00	9.75
TOTAL	2131	353	2484	100	3.24	6.05

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Crime Comparison Report For the period ending 04/30/2014

Group A Crimes Against Persons														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2014													
	2013	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Forcible Rape	2014				1									1
	2013													
	Net	0	0	0	1	0	0	0	0	0	0	0	0	1
Aggravated Assault	2014	1		1	1									3
	2013	2												2
	Net	-1	0	1	1	0	0	0	0	0	0	0	0	1
Simple Assault	2014	1	3	4	2									10
	2013	5	5	3	2									15
	Net	-4	-2	1	0	0	0	0	0	0	0	0	0	-5
Intimidation	2014	2			4									6
	2013	3	1		2									6
	Net	-1	-1	0	2	0	0	0	0	0	0	0	0	0
Total Crimes Against Persons	2014	4	3	5	8									20
	2013	11	6	3	4									24
	Net	-7	-3	2	4	0	0	0	0	0	0	0	0	-4

Group A Crimes Against Society														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2014	1												1
	2013		1	2										3
	Net	1	-1	-2	0	0	0	0	0	0	0	0	0	-2
Total Crimes Against Society	2014	1												1
	2013		1	2										3
	Net	1	-1	-2	0	0	0	0	0	0	0	0	0	-2

Group A Crimes Against Property														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary/ Breaking and Entering	2014	3			1									4
	2013	1	2	3	2									8
	Net	2	-2	-3	-1	0	0	0	0	0	0	0	0	-4
Larceny (shoplifting)	2014				2									2
	2013	1												1
	Net	-1	0	0	2	0	0	0	0	0	0	0	0	1
Larceny (from building)	2014	1	2	1	3									7
	2013	1			2									3
	Net	0	2	1	1	0	0	0	0	0	0	0	0	4
Larceny (from motor vehicles)	2014													
	2013	2												2
	Net	-2	0	0	0	0	0	0	0	0	0	0	0	-2
Larceny (all other)	2014	1	3	3	7									14
	2013	1	2	3	15									21
	Net	0	1	0	-8	0	0	0	0	0	0	0	0	-7
Counterfeit/ Forgery	2014													
	2013				2									2
	Net	0	0	0	-2	0	0	0	0	0	0	0	0	-2
Fraud (false pretense;swindle)	2014				4									4
	2013	1												1
	Net	-1	0	0	4	0	0	0	0	0	0	0	0	3
Fraud (impersonation)	2014													
	2013				1									1
	Net	0	0	0	-1	0	0	0	0	0	0	0	0	-1
Stolen Property	2014													
	2013				1									1
	Net	0	0	0	-1	0	0	0	0	0	0	0	0	-1
Destruction of Property/Vandalism	2014	6		2	6									14
	2013	2	1	4	3									10
	Net	4	-1	-2	3	0	0	0	0	0	0	0	0	4
Total Crimes Against Property	2014	11	5	6	23									45
	2013	9	5	10	26									50
	Net	2	0	-4	-3	0	0	0	0	0	0	0	0	-5

CHATHAM HARBORMASTER DEPARTMENT

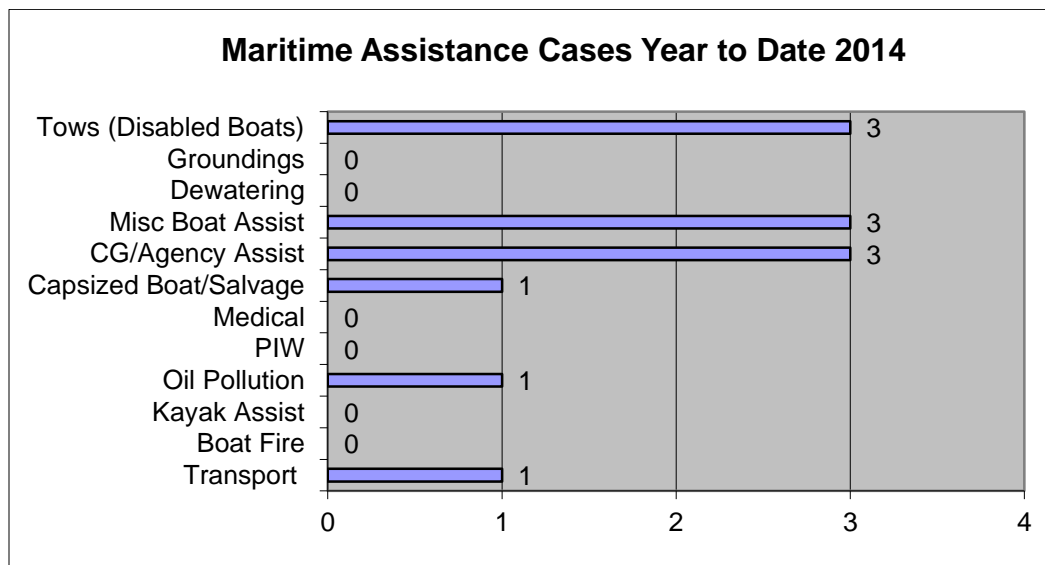
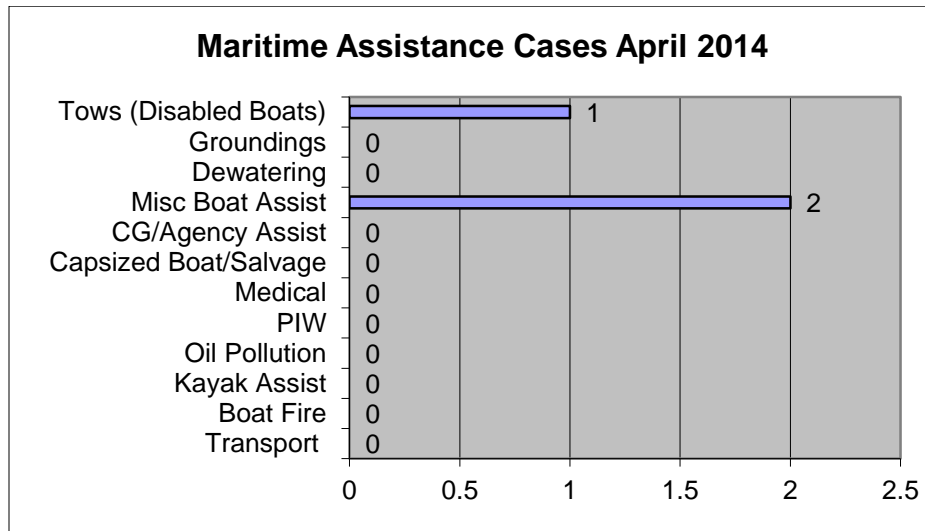
PROFESSIONAL-COMPETENT-READY Committed to serving the maritime community in a fair and equitable manner to ensure the safe, environmentally friendly and lawful use of Chatham's maritime resources and facilities.

The month of April was another busy one for the Harbormaster Division. We saw a significant change in the weather and an increase of boating traffic with each passing week. With the summer quickly approaching we would like to remind everyone to conduct a thorough check of your boat and safety equipment prior to getting underway.

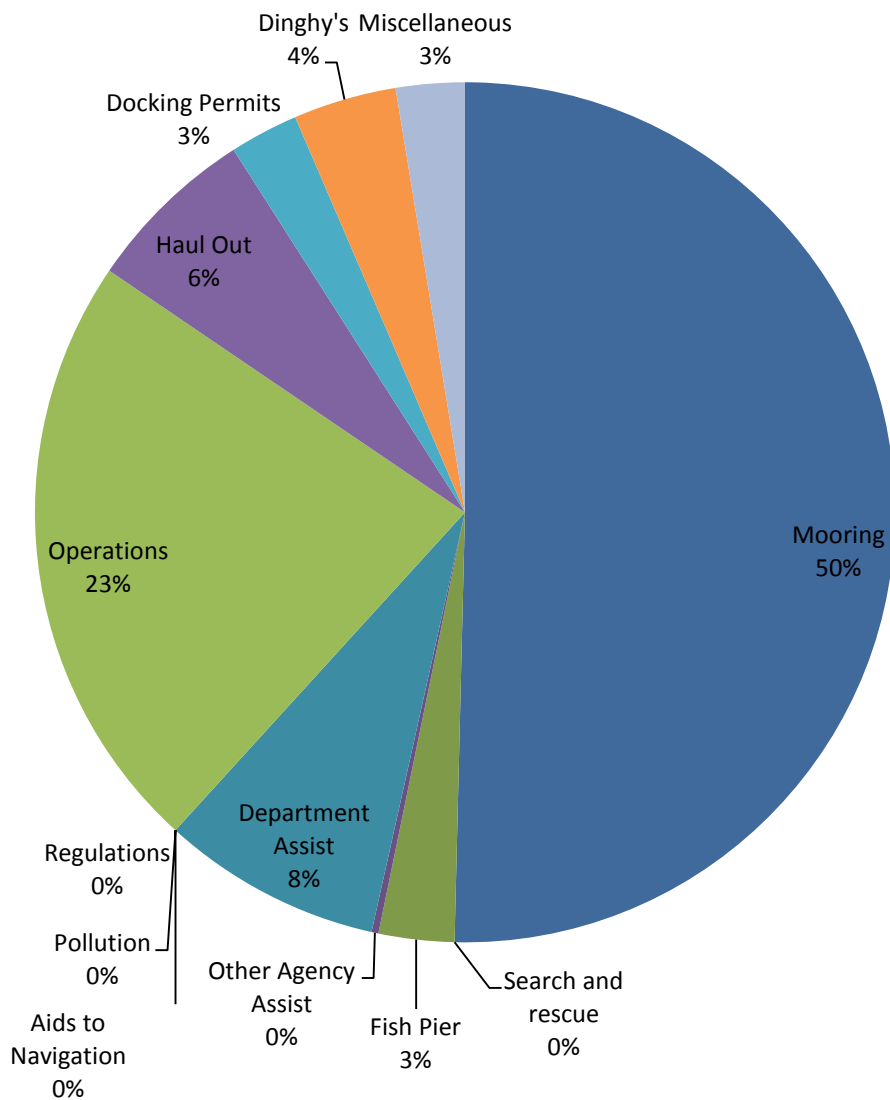
In April we worked closely with the Army Corps of Engineers Dredge Currituck as they successfully dredged the entrance to Stage Harbor. We also assisted the Fishing Partnership as they hosted their Basic Safety-at-Sea and Drill Conductor course in our shop at Old Mill Boat Yard. The course was a huge success and provided top notch safety training for local fishermen.

In response to the recent ban on dinghies on the beach south of the Fish Pier, we have been refurbishing and building new docks for dinghy storage to help ease the burden to our local commercial fishermen. Our hope is to provide an adequate short term solution to the problem

while researching a more permanent resolution. We intend to have these temporary floats in by Memorial Day.



April Harbormaster Call Breakdown



PRINCIPAL PROJECTS AND OPERATIONS: Submitted by Terry Whalen

PRINCIPAL PROJECTS

Department Project Activity - There was activity during the month of April 2014 on these Department projects:

- West Chatham Roadway Design Project – Continued project coordination with consultant, staff and MassDOT in the review of preliminary 25% design. After receipt of internal comments on the recommendation, the next major project milestone, the MassDOT 25% Design Public Hearing is anticipated to be held in late spring/early summer – still waiting on comments from District 5.

- New Fire Station Headquarters Project – OPM, Designer and staff coordination. Two project meetings were held in April to advance the design development process and work on the details of the temporary relocation of the Fire Department to the DPW site. Staff continued relaying data and information for the design process to the project team. Bidding packages for relocation activities are nearing completion.
- Airport Commission – Assisted Town Counsel in providing information to respond to the additional information request by FAA associated with Skydive Cape Cod's Federal Aviation Regulation (FAR) Part 13 complaint and attended monthly Commission meeting on April 7, 2014.
- Energy Committee - Preparation for and attendance at April 16, 2014 monthly meeting.
- Phase I Solar Project – Continued project coordination in April 2014. The bulk of efforts in April were related to the installation of poles that will connect the project to the grid. Three equipment poles were inadvertently placed in a "capped" location. ACE, CVEC, DEP and the Town are working to resolve issues with final pole locations and DEP compliance.
- Phase II Solar Projects – Final transfer of permits and preliminary site visits were completed by the new project contractor in April to get this project back on track –panel installation is targeted to resume in mid-May.
- Marconi RCA Historic District – Follow up on staff report and sign concept presented to the Board of Selectmen at the March 25, 2014 meeting to prepare materials for filing with the Zoning Board of Appeals (May 8, 2014 hearing).

Inter-Departmental Projects/Other Support - Staff was also involved in other town-wide projects in the month of April 2014 as follows:

- Continued follow up on site plan implementation for the "hotel" building at the Marconi RCA National Register District to coordinate in-house support for outstanding items.

OPERATIONS - Department activities related to Operations in April 2014 included:

- Staff coordination meeting on needed improvements to the Fish Pier.
- Attendance at April 11, 2014 JTC Meeting and April 14, 2014 MPO meeting
- Staff coordination meeting on PD emergency generator improvements
- Monthly status meeting with HVAC contractor
- Procurement actions associated with Invitation for Bids for Fire System Testing and Inspection Services (submission deadline May 7, 2014)
- Attended April 16, 2014 meeting of the Railroad Museum Group
- Staff coordination meeting for Airport's Snow Removal Equipment (SRE) building

FACILITIES DEPARTMENT: Submitted by Chip Whalen

To deliver thorough and timely service to citizens and staff in a courteous and professional manner. To maintain buildings in a clean, safe condition at all times.

In addition to daily routine duties (building rounds, general monitoring, preventative maintenance inspections and responses), repairs to the Fish Pier overlook continued into mid-April to correct deficiencies to the overlook deck which was reopened to the public on April

18th. In between their routine duties and the Fish Pier repair activities the Facilities Crew also worked on the following specific items in April:

- Preparation and coordination for opening of seasonal restrooms
- Tile installation at the Department of Public Works
- Continued assistance to Channel 18 to help install “self-serve” recording systems at the Annex, Town Hall and Community Center
- Responded to power outage at Fish Pier as a result of a phase power loss along Shore Road
- Coordinated response to address septic system malfunction at the Fire Station
- Attended NSTAR meter change-out at the COA
- Preparation for interior improvements - COA rear entrance
- Installed railings for PD Emergency Generator access platforms
- Various responses to problems associated with lighting strike/power blip including battery backup system at PD, PD emergency generator, Annex elevator and alarm resets
- Meet with contractor to install new doors at Fish Pier restrooms and obtain quotes for doors at the Transfer Station

DEPARTMENT OF PUBLIC WORKS: Submitted by Jeff Colby

Our focused effort is to provide rapid and friendly service responses that are inviting, helpful, and courteous to all who contact any employee of the DPW.

Barnstable County Procurement

Barnstable County Procurement opened Water Chemical bids on April 22nd and Fuel bids on April 29th. The Barnstable County bids provide significant cost savings for the Town of Chatham on various products and services. The County contracts, which are available to Chatham, run from July 1, 2014 to June 30, 2015.

Water Meter Reading System Software Upgrade

New water meter reading software was installed and tested during the first two weeks of April. This system will allow the approximately 7,000 individual water meters to be read more quickly and efficiently than with the previous outdated system. The April billing cycle for the water meter readings was conducted using this new software.

Sewer Collection and Pump Station Construction

A meeting was conducted on April 16th with the Town, the contractor, and engineer to review the progress to date on the Stage Harbor pump station and sewer collection system project for Stage Harbor Road and Cedar Street. Weekly meetings are also occurring on Thursday's to review the progress at the Stage Harbor pump station. Paving of Queen Anne Road occurred during the week of April 14th. Paving of Harding Lane occurred during the week of April 21st.

Water & Sewer Operations Proposals

On April 24th the Town signed a contract with Weston & Sampson Services for the contract operations of the Water & Sewer Divisions. The five year contract begins on May 1, 2014.

LED streetlights

Siemens Electric has begun replacing the existing streetlights with LED streetlights. The LED streetlights are expected to save the Town of Chatham more than \$20,000 per year. The project is expected to be completed before the end of May.

Road Drainage Improvement Projects

On April 2nd the Conservation Commission held a hearing to review the drainage plans for Old Queen Anne Road. The project was issued an Order of Conditions and the installation is expected to begin by the end of May. The project will eliminate two outfall pipes that currently drain into Muddy Creek.

Transfer Station procurement

On April 30th the Town opened bids for a new Solid Waste/Recycling vehicle for the Transfer Station. Review of the bids is on-going and an award is expected in early May, after Town Meeting.

Winter Rapid Road Recovery

The winter of 2013-2014 left a number of potholes throughout Town. Massachusetts Department of Transportation has granted the Town of Chatham a one-time grant of \$50,772 to be used for roads damaged by the recent winter weather. This grant must be expended by June 30, 2014.

DPW Division Operations

Attached are the reports from the Department of Public Works divisions consisting of the Water, Sewer, Solid Waste Transfer Station, and Highway Divisions.

April Water Pumpage:

Monthly Total	Maximum Day	Minimum Day	Average Day	Estimated Other Use	Previous Month
21,543,400 Gallons	1,005,800 Gallons	456,700 Gallons	718,113 Gallons	3,464,058 Gallons	19,922,800 Gallons

The variance between April 2014 and April 2013's pumpage shows an increase of 15.5%, which equates to 2,890,100 gallons.

Process Control	Flushing and Blowoffs	Municipal Usage	Chatham Fire Dept.	New Mains	Fire Flow Tests
249,161 Gallons	3,112,550 Gallons	34,750 Gallons	39,500 Gallons	0 Gallons	23,597 Gallons

Total other uses 3,464,058 gallons.

Water Sampling

- 30 bacteria samples were taken for the month of April. All were free of bacteria.

- Second quarter samples for Nitrates, Nitrites, Volatile Organic Contaminants, Manganese and Total Organic Carbon were taken.
- The Department of Environmental Protection approved the departments monitoring waiver application.

Station Maintenance

- Routine and annual maintenance and housekeeping was performed at all stations.
- Static and dynamic (drawdowns) water level readings were recorded for each well.
- Reagan Supply performed the annual master meter calibration.
- PAX Technologies sent out two air duct adapters for the mixing units at the storage tanks.

System Maintenance

- Bortolotti replaced a 7 foot section of asbestos cement water main on Hitching Post Road that had failed.
- Flushing of the distribution system continued.

Compliance

- The 2013 Consumer Confidence Report was posted on line and certification mailed to all appropriate parties. Customers who requested were mailed paper copies.

Meter Activities

<i>Dig Safes</i>	<i>New</i>	<i>Final</i>	<i>Turn on/off</i>	<i>Repair</i>	<i>Replace</i>	<i>Inspections</i>
162	4	22	264	1	7	12

Meter Reading

- Water meter readings were completed for the month of April using the new handheld devices from Ti-Sales.

WATER POLLUTION CONTROL FACILITY

MAIN FACILITY

- Daily, weekly and monthly laboratory testing was performed.
- Bi-weekly and monthly samples were collected and sent to Rhode Island Analytical Laboratory for analysis.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- All portable emergency pumps, generators, blowers and compressors have been tested and exercised.
- All off-line equipment has been exercised.
- On April 2nd, 9th, 16th 23rd and 30th 2014, we held our weekly Health & Safety meetings.
- On April 2, 2014, plant personnel assisted the Transfer Station's personnel with the unplugging of drains.
- On April 2, 2014, a representative of Frank Rounds Company was on site to troubleshoot both boilers in the Influent & Process Buildings.

- On April 3, 2014, Master Electrician Dan Welsh was on site to disconnect the faulty Filter Building's recycle pump # 1 and reconnect its replacement.
- On April 4, 2014, a representative from Simplex Grinnell was on site to troubleshoot the Operations Building's fire system.
- The ceiling in the OPS Building's control room is leaking again. Building and Grounds and GHD have been notified.
- On April 8, 2014, project management met with representatives of Woodard & Curran to discuss outstanding SCADA issues.
- On April 9, 2014, we yoked the effluent beds.
- On April 9, 2014, we collected monitoring well samples.
- On April 10, 2014, a representative of CINTAS was on site to trouble shoot the ongoing fire alarm issue at the OPS Building.
- On April 14, 2014, Steve Rose of Woodard & Curran was on site to troubleshoot recycle pump # 581's SCADA/IP issue. The issue has been resolved.
- On April 15, 2014, we hosted a tour of the facility for the Upper Cape Regional Tech School.
- On April 16, 2014, Ralph Cross performed the annual calibration and certification of the lab equipment.
- On April 21, 2014, the malfunctioning Flygt submersible recycle pump was delivered to Flygt in Woburn, MA. The particular pump is still covered by warranty.

SLUDGE DEWATERING BUILDING

- Performed sludge dewatering on April 7th, 2014.
- We disposed of the sludge cake at the Yarmouth W.W.T.F.

STAGE HARBOR ROAD PUMPING STATION

- January 16, 2014, D&C officially took over the Stage Harbor Pumping Station. The station is now being by-passed. Upgrades of the station throughout the month occurred.

QUEEN ANNE ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- We performed weekly exercising of the emergency generator.

MILL POND ROAD EJECTOR STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- On April 13, 2014, plant personnel responded to an activated alarm at Mill Pond.

C.H.O.P.S. PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

HUCKLEBERRY ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

GEORGE RYDER ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

LIME HILL ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

MEADOWVIEW ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

HORSESHOE LANE PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

BARN HILL ROAD PUMPING STATION

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

COLLECTION SYSTEM AND FORCEMAIN

- Dig safe mark outs are up to date.
- On April 2, 2014, plant personnel performed a sewer installation inspection at # 85 Meadowview Road. Dan Speakman was the contractor.
- On April 2, 2014, plant personnel turned on # 86 Plum Daffy's sewer curb stop.
- On April 3, 2014, plant personnel performed a sewer installation inspection at # 118 Meadowview Road. Robert B. Our Company was the contractor.
- On April 4, 2014, plant personnel performed a sewer installation inspection at # 1781 Main Street. Robert B. Our Company was the contractor.
- On 7, 2014, we performed a sewer installation inspection at # 42 Horseshow Lane. RB Our was the contractor.
- On April 10, 2014, we performed a sewer installation inspection at # # 1423 Main Street. RB Our was the contractor.
- On April 14, 2014, we commenced with the jetting of the collection system.

- On April 19, 2014, we performed a sewer installation inspection at # 45 Meadowview Road South. David Cambra was the contractor.
- On April 22, 2014, plant personnel performed the monthly grease trap inspections.
- On April 22, 2014, a sewer installation inspection at # 69 Meadowview Road South was performed. McIntire was the contractor.
- On April 23, 2014, a sewer installation inspection at # 45 Meadowview Road was performed. Dubis was the contractor.
- On April 25, 2014, a sewer installation inspection at # 1817 Main Street was performed. McIntire was the contractor.
- On April 28, 2014, representatives of JW Dubis made the necessary repairs to the sewer in Munson Meeting.

**CHATHAM WATER POLLUTION CONTROL
FACILITY
MONTHLY REPORT
April 2014**

INFLUENT

<i>Total Combined Effluent for the month</i>	3,529,059	Gallons
<i>Total Septage received for the month</i>	25,718	Gallons
<i>Total Grease received for the month</i>	2,635	Gallons

LOADING*

<i>Pounds of BOD received per day</i>	216
<i>Pounds of BOD removed per day</i>	209
<i>Pounds of TSS received per day</i>	346
<i>Pounds of TSS removed per day</i>	345

FINAL EFFLUENT QUALITY*

<i>Total Suspended Solids</i>	1.8	Permit 10 mg/l	99.5%	Removal
<i>Biochemical Oxygen Demand</i>	6.8	Permit 30 mg/l	96.9%	Removal
<i>Nitrate Nitrogen</i>	1.0	Permit 10 mg/l		
<i>Total Nitrogen</i>	1.7	Permit 10 mg/l		

* These numbers are monthly averages
BRL = Below Reporting Limit

HIGHWAY DIVISION

- Finished cleaning up storm damage, 4 men 53 hours
- Empty and rinsed out sander body and removed from #15 2007 Chevrolet C8500 to send truck to T L Edwards Asphalt Plant in Avon Ma. to pick up 3 ton of QPR cold patch to fill in pot holes to roadways. Put sander back onto #15 dump truck when it returned from Avon, 1 man 8.5 hours

- Picked up broken asphalt curbing along Route 28, "Plow damage from State plows" 2 men 18 hours
- Picked up trash and debris along roadways around town, 4 men 92 hours
- Made repairs to salt shed doors, 1 man 8.5 hours
- Serviced 2006 John Deere 5525 Mowing tractor changed oil, oil filter, inner and outer air filter and fuel filters, greased and checked all fluid levels. Sharpen all cutters to get ready for spring mowing. 1 man 12 hours
- Cleaned up plow damage and made repairs as needed including some on private roads, 2 men 34 hours
- 1 men attended a class for Hoisting License Credits for class 4A License Hoisting License in Yarmouth Ma. 8 hours
- Removed two tree stumps, one in front of Council on Ageing and one in back of COA, Loamed in tree stump area's,also reshaped and filled in, loamed seeded and mulched around Generator in back of COA building with Highway Dept back hoe, 2 men 43 hours
- Work on signs around town, Replacing some street signs and repairing others, 1 man 46 hours
- Repaired mailbox at 23 Geranium Drive, "plow damage" 1 man 2 hours
- Cleaned out trucks and washed, 2 Men 36 hours
- Finished cleaning up test hole area's at Fire Station and mulched at Fire Chief's request. 2 men 12 hours
- Made repairs to Bobcat skid loader exhaust manifold and bracket broke, put on new exhaust bracket, manifold, gasket, studs,and new fan belt, 1 man 23 hours
- Checked catch basins and runoffs 4 men 90.5 hours
- Fix curb at Town Office by rest rooms, 2 men 2 hours
- Removed ballast blocks from cleaning van and remove snow tires, 1 man 2 hours
- Cold patching pot holes around town and Route 28, 4 men 118 hours
- Cleaning and picking up around down town Main Street, 2 men 22 hours
Corner of Old Queen Anne Road and #6 Ethelma Drive the back of leaching catch basin blew out washing out yard of #6 Ethelma Drive, Rented a mini excavator to dig a trench around back side of basin 5' deep and installed a heavy poly plastic to act as a shield to divert the storm water down into ground, also re-loamed area to build up back side of basin to help avoid a future blew out, 2 men 26 hours
- Old Police Station found bury septic tank and uncovered metal cover and remove so tank could be pumped, also with rented mini excavator dug trench so plumbers could install new pipe from old Police Station to septic tank. Backfill trench and cleaned up area, 2 men 17 hours
- Cleaning catch basins with catch basin digger, 2 men 38 hours
- Cleaned out drainage distribution box in old railroad bed that runs from Hitchingpost Road to Crowell Road and cemented petition blocks around top of box to make it even. Had a new top made up by Shorey Precast 8" by 8' by 8" thick with two 30" holes in the top for clean outs. Shorey Precast delivered and set the new top on the tank the following week. The new top is rated greater than a H20. The old top broke when contractor drove on it with his equipment to clear trees. The top was not meant for heavy equipment to run on it , 3 men 34 hours

- Put new pickup nozzle with a poly liner instead of a rubber liner' VERY THIN" to see how the ploy liner holds up with all the sand we have to pick up this year. 1 men 8.5 hours
- Sweeping Main Street, Parking Lots and town roads with 2008 Johnson Sweeper 1 man 66 hours
- Cleaning sidewalks and areas to parking lots that sweeper cannot get with backpack blowers, 2 men 92.5 hours
- Washed out sanders getting them ready to spray with a diesel and drain oil mixture and hang in sander racks for the summer. 1 man 8.5 hours
- Made repairs to the water fill pipe on the 2008 Johnson Sweeper, 1 man 3 hours
- Trucked sand to Landing at Battlefield Road Ext. for Ted Keon 80 yards, 1 man 8.5 hours
- Loamed, seeded and mulched side of road and sidewalk on Barnhill Road, 2 men 92.5

RECYCLING REPORT

COMMODITY	TONNAGE	TONNAGE	HAULER	% CHANGE	YEAR TO DATE
	Apr-13	Apr-14			
TIN	0	0		0.00	55
ANTIFREEZE	0	55 GAL		55.00	55
OIL FITERS	0			0.00	2
BATTERIES	2 pallets			-2.00	2
PAINT	0			0.00	0
TIRES	0			0.00	0
WASTE OIL	0 GAL	220 GAL		110.00	0
CLEAR GLASS	27.14 T			-27.14	0
MIXED GLASS	0	0.38		0.19	13.51
#1-7 MIXED PLASTIC	3.04 T	1.92 T		-1.12	16.35
CARDBOARD	19.17 T	18.37 T		-0.80	82.41
MIXED PAPER	21.21 T	25.57 T		4.36	90.43
RIGID PLASTIC	3.28 T	4.3 T		1.02	4.08
TEXTILES	0 T	T		0.00	1.82
METAL PILE	13.48 T	12.99 T		-0.49	8.52
WHITE GOODS	0 T	0 T		0.00	1.95
PROPANE TANKS	0			0.00	7.44
BOOKS	0	5.44 T		5.44	7.44
RED CROSS	1.07 T	1.79 T		0.72	6.53
SALVATION ARMY	0.94 T	4.52 T		3.58	6.01
PLANET AID	0.36 T	0.71 T		0.35	98.04
DEMOLITION	61.7 T	60.31 T		-1.39	130.09
CHAMP HOMES	2.04 T	2.57 T		0.53	0
COMPOST	0			0.00	0
WOODCHIPS	0			0.00	80.63
BRUSH	41.94 T	33.21 T		-8.73	79.69

BOY SCOUTS	0.38	T	0.23	-0.15	7.95
C R T'S	3.48	T	3.06	-0.42	7.34
NI CAD BATTERIES	1	BOX	3	BOX'S	3
SINGLE STREAM	7.21	T		-7.21	0
WATTS FARM	0.28	T		-0.28	0.5
FLAGS				0.00	0
SEAMASS	341.12	T	323.07	T	-18.05 783.87
SEAMASS LOADS	15	LOADS	15	LOADS	0.00 51
ROLL OFF	21	LOADS	22	LOADS	1 12

TOWN CLERK: Submitted by Julie Smith

Neutrality - Impartiality - Trust: The Town Clerk's Office upholds the integrity of the town's democratic process by ensuring the town voters can rely upon impartiality and neutrality at our town meetings and elections. We strive for a well-informed public by maintaining and preserving the official town records consistent with the Town Charter, local, state, and federal laws, by providing equal and professional service to all.

ANNUAL TOWN ELECTION:

The last day to register to vote for the 2014 Annual Town Meeting and 2014 Annual Town Election was Tuesday, April 22. The last day to register to vote for the Special Town Meeting was Friday, May 2. The Town Clerk's Office was open until 8:00 pm on those evenings for voter registration.

This year's Annual Town Meeting will be held on Monday, May 12, 2014 beginning at 6:00 pm at Chatham High School (425 Crowell Road).

This year's Annual Town Election will be held on Thursday, May 15, 2014 from 7:00 a.m. to 8:00 p.m. at the Chatham Community Center (702 Main Street).

ONLINE/CREDIT CARD PAYMENTS:

In January 2014, the Town Clerk's Office began offering an online payment option for requests of birth, death and marriage certificates and dog and cat license renewals. The link can be found at the Town Clerk's webpage and on the home page (under the Online Payments link).

	APRIL	
ONLINE CREDIT CARD REQUESTS	2014	2014 YEAR TO DATE
BIRTH CERTIFICATE	3	5
MARRIAGE CERTIFICATE	12	27
DEATH CERTIFICATE	1	3
DOG LICENSE	0	2
CAT LICENSE	0	0

VITAL RECORDS:

We recorded the following number of Vital Records during the Month of April:

	APRIL	APRIL	
VITAL RECORDS REGISTERED	2014	2013	2014 YEAR TO DATE
BIRTH CERTIFICATES	4	4	9
INTENTIONS OF MARRIAGE	6	3	17
MARRIAGE CERTIFICATES	5	2	15
DEATH CERTIFICATES	11	8	38

VOTER REGISTRATION:

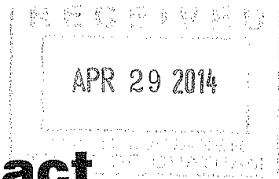
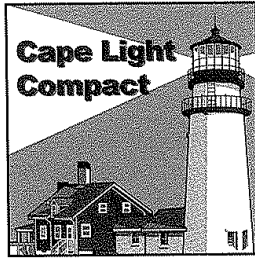
The Town Clerk's Office processed the following number of new voter registration forms and removed the following number of voters due to death or change of residence:

	APRIL	APRIL	
VOTER REGISTRATION	2014	2013	2014 YEAR TO DATE
NEW VOTER REGISTRATION	22	12	89
REMOVED VOTERS	5	11	140
TOTAL NUMBER OF REGISTERED VOTERS	5,512	5,508	5,512
TOTAL NUMBER OF RESIDENTS	6,183	6,191	6,183

CASH RECEIPTS:

The total amount collected and submitted to the Treasurer's Office for the month of April was \$2,000.00.

	APRIL	APRIL	
CASH RECEIPTS	2014	2013	2014 YEAR TO DATE
	\$2,000	\$2,200	\$10,613



Cape Light Compact

Tel: (508) 375-6644 • Fax: (508) 362-4136
www.capelightcompact.org

POST OFFICE BOX 427 • BARNSTABLE SUPERIOR COURT HOUSE • BARNSTABLE, MASSACHUSETTS 02630

April 29, 2014

Ms. Jill R. Goldsmith
Town Manager
549 Main Street
Chatham, MA 02633

Dear Ms. Goldsmith,

Attached for your information and dissemination to your Board of Selectmen/Town Council is the Cape Light Compact's monthly Energy Efficiency Report. The Report reflects the program activity for all of Cape Cod & Martha's Vineyard and breaks out the detail on a town-by-town basis.

Below is a summary of the activity in your town for the month of March, 2014. To view each of your monthly reports, please visit our website at www.capelightcompact.org and click on Reports.

- 48 residents and/or businesses in Chatham participated in the program.
- \$225,389.90 in incentive dollars were distributed to the 48 participants.
- 61,956 kWh were saved through implementation of these energy efficiency measures.
- Through March, 2014 your town has spent 27.6% of its town allocated annual budget.

If you have any questions on the attached report, please contact me at (508) 375-6636.

Sincerely,

Margaret T. Downey
Administrator

Enclosure

cc: Peter Cocolis

AQUINNAH • BARNSTABLE • BARNSTABLE COUNTY • BOURNE • BREWSTER • CHATHAM • CHILMARK • DENNIS • DUKES COUNTY • EASTHAM • EDGARTOWN
FALMOUTH • HARWICH • MASHPEE • OAK BLUFFS • ORLEANS • PROVINCETOWN • SANDWICH • TISBURY • TRURO • WELFLEET • WEST TISBURY • YARMOUTH

Energy Efficiency Program Activity by Town

<http://www.capelightcompact.org/TownReports.htm>

Town Name: Chatham
Program Period: 2014
Current Dates: 03/01/14 - 03/31/14
Cumulative Dates: 01/01/14 - 03/31/14

Program	Current Period			Cumulative for Reporting Period				Actual % of Budget
	Annual kWh Savings	Actual Expenditures	Unique Customer Accounts	Annual kWh Savings	Actual Expenditures	Unique Customer Accounts	Budget	
Low-Income New Construction	0	0.00	0	0	0.00	0	0.00	0.0%
Low-Income Single-Family	1,652	1,876.30	2	2,406	17,083.72	4	67,845.13	25.2%
Low-Income Multi-Family	0	0.00	0	0	0.00	0	0.00	0.0%
LI Subtotal	1,652	1,876.30	2	2,406	17,083.72	4	67,845.13	
LI % of Total	2.7%	0.8%	4.2%	1.3%	5.4%	3.0%	11.9%	
Residential New Construction	0	0.00	0	0	0.00	0	0.00	0.0%
Residential Multi-Family Retrofit	0	0.00	0	0	0.00	0	0.00	0.0%
Res Home Energy	17,359	71,121.85	35	44,272	129,895.58	72	362,410.82	35.8%
Energy Star HVAC	388	250.00	2	8,574	4,600.00	22	0.00	0.0%
Energy Star Lighting	0	0.00	0	551	99.00	2	0.00	0.0%
Energy Star Appliances	2,654	390.00	6	9,405	1,590.00	29	0.00	0.0%
Res Subtotal	20,401	71,761.85	43	62,802	136,184.58	125	362,410.82	
Res % of Total	32.9%	31.8%	89.6%	33.7%	43.2%	94.0%	63.6%	
C&I New Construction	0	0.00	0	0	0.00	0	0.00	0.0%
C&I Govt New Construction	0	0.00	0	0	0.00	0	0.00	0.0%
C&I Large Retrofit	0	0.00	0	0	0.00	0	0.00	0.0%
C&I Govt Large	0	147,173.75	1	0	147,173.75	1	0.00	0.0%
C&I Small Retrofit	32,252	3,518.00	1	90,335	10,238.00	2	93,235.95	11.0%
C&I Govt Small	0	0.00	0	0	0.00	0	45,922.18	0.0%
C&I Products & Services	7,651	1,060.00	1	30,583	4,210.00	1	0.00	0.0%
C&I Subtotal	39,903	151,751.75	3	120,918	161,621.75	4	139,158.13	
C&I % of Total	64.4%	67.3%	6.3%	65.0%	51.3%	3.0%	24.4%	
Report Total	61,956	225,389.90	48	186,126	314,890.05	133	569,414.08	
Budget Comparison					157,217.30		569,414.08	27.6%

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*Costs only include Customer Incentives, Sales, Technical Assistance and Training. **All information presented is preliminary and subject to change. ***Not all program budgets are allocated by town.

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Should you have any questions regarding the forgoing, please contact Jill Goldsmith, Town Manager at 508.945.5105 or jgoldsmith@chatham-ma.gov. Please visit the Town's website for more up to date information – www.chatham-ma.gov